

## **City of Leon Valley 2012 Bond Program Oversight Committee Meeting, January 28, 2016**

Chairman Pedro Esquivel called the meeting of the 2012 Bond Program Oversight committee to order at 6:00 P.M.

Committee members present included; Pedro Esquivel, Kathy Hill, Mike Davis Jr., Olen Yarnell, Jack Dean, Councilmember Carmen Sanchez, Councilmember Monica Alcocer, and Frank Zavala. Public Works Director Melinda Moritz, and Fire Chief Luis Valdez were present.

### **Approval of Minutes**

Chairman Esquivel welcomed everyone and asked for a review of the minutes from November 19, 2015. Committee member Frank Zavala made a motion that the minutes be accepted as written, Kathy Hill seconded the motion and the motion passed unanimously.

### **Discussion on revised parking**

Staff member Melinda Moritz reported that city staff would be moving into the New City Hall beginning February 5<sup>th</sup>. She reported that the old furniture would remain in the temporary city hall location and be sent to auction and that the New City Hall is expected to be operational on February 8<sup>th</sup>. Melinda reported that the furniture had been delivered and setup and that everything was coming along great. Melinda reported that the only things remaining are landscaping, sidewalks, and some driveway work. Melinda stated that the Grand Opening is scheduled to be April 2<sup>nd</sup>. Chairman Esquivel asked when the last penny will be spent so that he understood and can prepare for the "Sun-setting" procedures. Melinda responded that the last penny is expected to be spent in March, and that there may be some money left over that can address other items like the fire station fence. Chairman Esquivel stated that the committee will need to have one more meeting to Sunset and then go to City Council to report and have the Bond Oversight Committee dissolved. He stated that they could not technically dissolve until every penny is spent, since they were created to ensure that all money was spent on particular items identified within the bond. He stated that the Bond Oversight Committee cannot absolve until after the keys have been turned over and all the funds have been spent, at which the Committee would have one more meeting. Mr. Yarnell questioned where it was written when the Bond Oversight Committee would be dissolved. Mr. Davis Jr. made the suggestion that a report to council be presented after the Grand Opening of City Hall.

Mrs. Hill stated that a report should be presented to council about the actions of the Bond Oversight Committee. Mrs. Sanchez agreed and stated that the Bond Oversight Committee should meet to be given a final report from staff and if all is well to then prepare a final report to City Council, and then be dissolved at that time. Chairman Esquivel stated that the dedication should not have anything to do with coordinating the final report to City Council. Jack Dean stated that the Bond Oversight Committee have a special meeting prior to meeting with council to review the actions and process of the Bond Oversight Committee. Mrs. Hill stated that she would like to see the final report be provided on the regular city agenda.

Chairman Esquivel asked how anything that would require an expense would be handled to which Melinda explained that all work is covered under warranty for one year. Mr. Yarnell stated that he had found out from the Mayor that the city bought all new furniture separately and that he thought that there would be a savings by being able to reuse furniture. Chairman Esquivel stated that he only knows about discussion made in the Bond Oversight Committee meetings and had no discussions with the Mayor or anyone else regarding expenditure of any other



funds. Melinda stated that the previous City Manager and Council had made the decision to purchase new furniture out of the general budget and not through the bond. Chairman Yarnell asked if the City Council knew about that to which Melinda explained that it was presented to them in the budget and that they had passed the budget. Mr. Dean stated that this committee has nothing to do with city budget. Chairman Yarnell asked about the doors to the previous council chamber, and Melinda stated that it is currently being fixed. Mr. Yarnell asked about access to the building for special committees since the dispatch office is gone to Helotes. Melinda explained that either a staff liaison with access or the timer that is set remotely for the meetings will control the access. Chairman Esquivel asked if there was a failsafe system, and Melinda stated that a call may be made to the fire department.

Mr. Zavala asked if the odds and ends are not complete will the contractor be paid. Melinda stated that the punch list is active now and she expects that all work to be complete prior to payment being made. Melinda stated that they will not hand her a bill until all work is complete. Chief Valdez reported good experience in dealing with warranty issues at the fire department.

Mrs. Hill excused herself from the meeting. (The Committee sang Happy Birthday to Committee Member Hill).

Mr. Yarnell asked how and in what order any monies that were left over would be spent. Melinda stated that it was not set however the fire station looked the most odd with missing fencing and ultimately it would be the decision of the City Manager.

Councilmember Alcocer asked for the cost of the front decorative patio area of city hall. Melinda stated that she did know.

Mr. Davis clarified that the BOC will participate in the dedication, and then have a special meeting to discuss the final report to city council, as suggested the Monday, April 4<sup>th</sup>, before the Tuesday city council meeting. Melinda stated that she can prepare a report to review for March 24<sup>th</sup> in order to prepare a final report to the City in the event that a final can be presented on April 5<sup>th</sup>. Chairman Esquivel stated that the projected final meeting would then be on March 24<sup>th</sup>.

Chairman Esquivel asked if anyone had any questions, had no responses, and asked if there was a motion to adjourn the meeting. A motion was made to adjourn by Mr. Davis Jr. and Mr. Zavala seconded the motion and the motion passed unanimously. Meeting was adjourned at 6:41 PM.



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Pedro Esquivel, Committee Chairman